# BANK RECONCILIATION FORM

_____ For the month of _____

Congregation's name

_____ Bank Account Number _____

Name of bank

General Ledger
Account Number _____

Ending bank balance $ _____
(From bank statement)

Outstanding Checks

| Check No. | Date | Amount |
|---|---|---|
| | | $ |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Total | | $ |

Add deposits in transit:
(Not listed on bank statement)

| Date | Amount |
|---|---|
| | $ |
| | |
| | |
| | |
| | |
| | |
| | |
| | |
| | |

Total deposit(s) in transit _____

Total _____

Less: outstanding checks _____

Balance per bank _____

Balance per checkbook _____

*(Adjusted balance per bank and balance per checkbook must agree.)*

Completed by: _____
Signed

_____
Title Date


*The Lutheran Church—Missouri Synod copyrighted. All rights reserved. Changes in tax law may affect accuracy of text.*